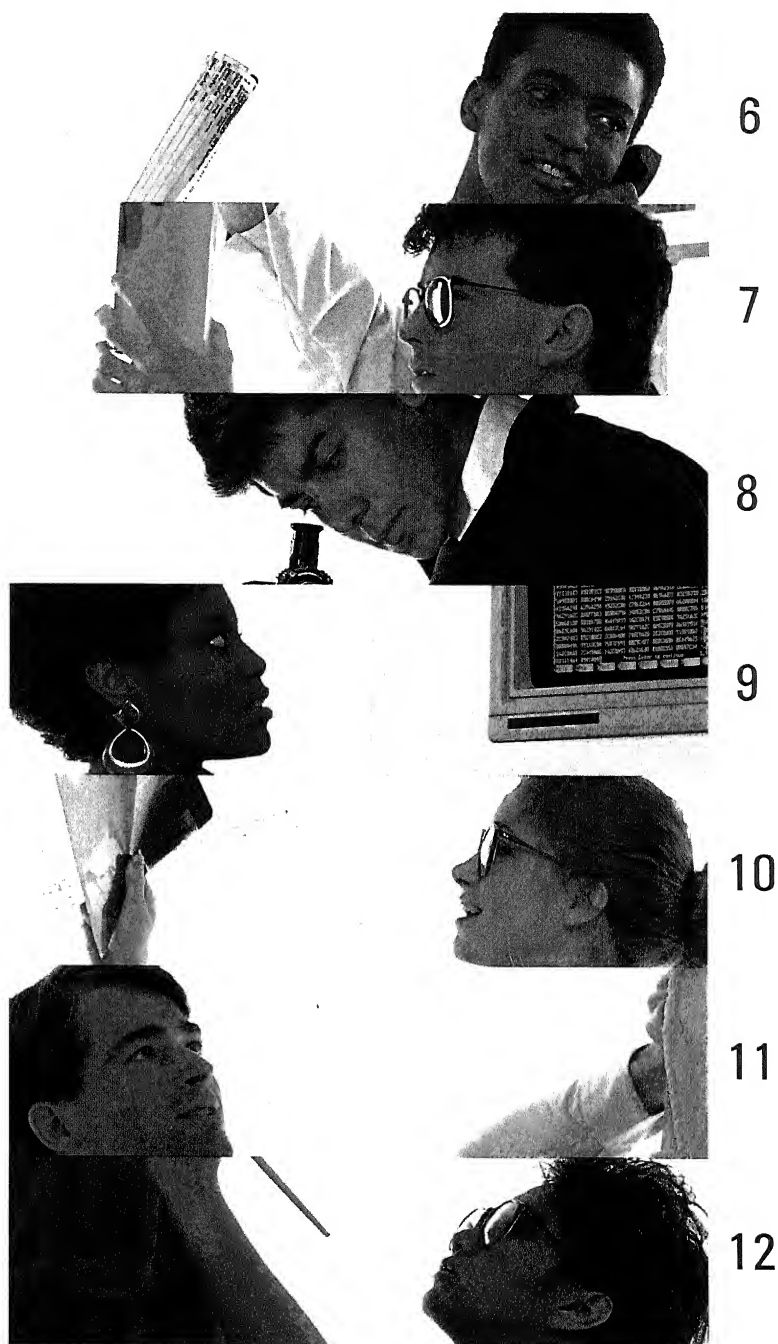




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**THE CHALLENGE  
THE OPPORTUNITY  
THE U.S. GOVERNMENT**

# Welcome to Career America

"My only regret is that I didn't come to work for the National Science Foundation when I first got out of undergraduate school. I would advise any recent college graduate not to overlook the varied and promising career opportunities offered by the Federal Government."

David Westbrook  
National Science  
Foundation

Each year the Federal Government hires over 300,000 people. Few other employers can match the advantages that working for America has to offer you. Certainly no other employer can present you with the wide range of challenges, or the potential to affect the lives of so many people.

No other employer can give you the opportunity to apply your skills and your knowledge to such a wide variety of challenges. Most employers are limited in the kinds of jobs they offer. The U.S. Government is not. The very scope of the Government creates an environment that encourages creativity and professional growth. Our bottom line is the security, safety, and well being of the American people.

Your graduation marks a turning point in your life. You are about to embark on an adventure that will open new and interesting pathways. Before you make a decision — take a look at the following pages and discover the world of opportunity and challenges that await those who work for the U.S. Government.

And you'll find out why more and more graduating students are making the U.S. Government their first choice.

## Putting What You Know to Work for Your Country

Each year, almost one million students graduate from college. Most have high expectations of what they might achieve in the working world. But how many honestly attain these expectations? And how many others end up dissatisfied with their choice?

Consider the best alternative . . . meaningful and satisfying jobs with the Federal Government. You have the opportunity to make a real difference, and to gain a sense of accomplishment for yourself and for society. You can transform your expectations into reality.



◀ *Whatever your major, there's a good chance that the Federal Government can put it to use in a meaningful and satisfying job.*

*A job with the Federal Government represents a ►  
unique opportunity to realize your potential, to  
achieve things you probably never thought possible.*

# The Challenge of a Career with America

## An Unprecedented Environment for Creativity and Growth

Think of a career.

We have it.

Exploring the reaches of outer space. Preserving wildlife on earth. Serving health care needs. Developing and operating the world's most complex computer systems. Halting illegal drug traffic. Fostering economic stability.

To help with these extraordinary challenges, we offer the most renowned laboratories and medical facilities, the most technologically advanced research, testing, and monitoring equipment, and the most sophisticated computer systems.

The choice is yours. Whatever your field — physical and social science, engineering, medicine, humanities, and the arts, computer science and education — the U.S. Government provides the opportunity.

## Wherever You Want to Live — We're There

Think of a location.

We're there.

Opportunities extend from coast to coast and around the world. They're in Washington, D.C., in every state, and in many foreign countries.



## Training: A Great Place to Start

Everyone in the Government has a unique, personal path to success. Some choose to remain within the same agency or department throughout their career. Others find greater opportunity and interest in moving to other areas of the Government. Still others step from the Federal Government to local and state government jobs or to other employers.

That's why the Federal Government is so valuable for entry-level jobs. Our training programs begin where your college education leaves off — enhancing your capabilities and helping you reach your career goals.

And throughout your employment with the U.S. Government, you'll take part in continuing education programs to keep you at the forefront of your specialty.

We need people who have a desire for personal excellence and a commitment to success. Tuition assistance programs, on-site college classes, and fellowship opportunities are readily available. Every agency and department offers "in-house" training programs, management seminars, technical symposiums and other training opportunities. Whether you wish to retain your "state-of-the-art" technical competence or advance into the managerial ranks, you will be given the opportunity to do so.

Start with us and the skills you gain will stay with you throughout your professional life.

"We are currently in the process of installing a state-of-the-art computer system and the potential for learning is limitless. It is a very demanding and exciting time."

Paul Havey  
Department of Agriculture

"The Patent and Trademark Office offers rapid advancement to positions of increasing responsibility. Notable also are the graduate and law school tuition assistance programs, and the availability of in-house training and education programs to keep me up to date in my field."

Jackie Stone  
U.S. Patent and  
Trademark Office

## THE CHALLENGE THE OPPORTUNITY THE U.S. GOVERNMENT

# An Opportunity for Excellence

Americans demand excellence. We seek it in our private and professional lives. Now more than ever, there is a need for those who can respond quickly and effectively to challenge. For those who bring excellence to the Federal Service, the opportunities are unlimited.

With your eye on the highest standards, you will have the opportunity to do your best. And the stability you need to make real progress toward your professional goals. You will have the opportunity to apply skills and knowledge, and test your dedication and vision. Solving the problems of today is not easy . . . but problem solving is the essence of public service.

The U.S. Government encourages and recognizes both cooperative endeavor and individual achievement. We know that no one solves major problems alone. Each person adds capabilities and expertise. Each person makes a difference. A career in public service today requires of tomorrow's leaders technological competencies, and the self-discipline and perseverance to get the job done.

## Tradition of Excellence

As a Federal Employee, you can be a part of a long tradition of achievement and receive personal recognition for a job well done.

Federal workers have always been pioneers in dis-

They developed the CAT  
diagnose illnesses by look-  
ing inside the human body. And they delved into  
the nature of black holes — unseen phenomena  
so strong that not even light can escape their  
gravitational pull.

A Federal employee took the famous "giant leap  
for mankind." But Neil Armstrong's moonwalk is  
only one of the great strides our employees have  
made for the benefit of our nation and the world.

Dr. Jerome Karle, a chief scientist at the Naval  
Research Lab, received the Nobel Prize in Chemis-  
try for developing methods to determine crystal  
structure. Dr. Karle is one of the many Nobel Prize  
winners from the ranks of Federal Employees.

Scientists at the Agricultural Research Service are  
using genetic engineering to develop higher yield-  
ing, disease-resistant crops, and are developing  
methods to irrigate farmlands with solar-powered  
sprinkler systems.

Researchers at the National Institutes of Health  
have played major roles in the prevention and  
treatment of virtually every disease, and their  
research has contributed significantly to the  
reduction of heart disease and heart attacks.

Bar scan coders, teflon, and other everyday items  
are also advances pioneered by public service  
employees.

## Your Personal Excellence

Your contributions and achievements are impor-  
tant and do count. The Government will reward  
and recognize you for your day-to-day pursuit of  
professional excellence.

Whether you find a new way to make your depart-  
ment operate more efficiently, solve a pressing  
problem creatively, or contribute to a major scien-  
tific discovery, you will receive recognition.

Cash and honorary recognition are readily avail-  
able to credit outstanding performance and signif-  
icant employee contributions. In addition,  
researchers whose inventions or discoveries are  
licensed for commercial use receive a share in the  
royalties and this can often amount to thousands  
of dollars in added recognition.

"The Navy has always sup-  
ported basic research. They  
understand that time and  
persistence are required to  
achieve noteworthy goals.  
With support like this, you  
can have a stimulating sci-  
entific career."

Dr. Jerome Karle  
Department of the Navy  
1985 Nobel Prize Winner  
In Chemistry

# Paths to Advancement

There are several ways you can advance within the Federal Government.

You can move up within your own department or agency — advancing to new positions on the basis of your capabilities. As you learn more about your area of expertise, you'll acquire new skills and assume greater responsibilities.

Or you can transfer to another department or agency within the Government. Since we remain your employer, you retain your status and benefits. Just locate a job you are interested in and apply.

There are many ways to establish a career pathway within the Federal Government. With the help of career counselors, you will determine your own goals and chart your own course.

Your academic major, your area of concentration, and your special interests are important to us. We want to help you develop your specialization in a satisfying way.

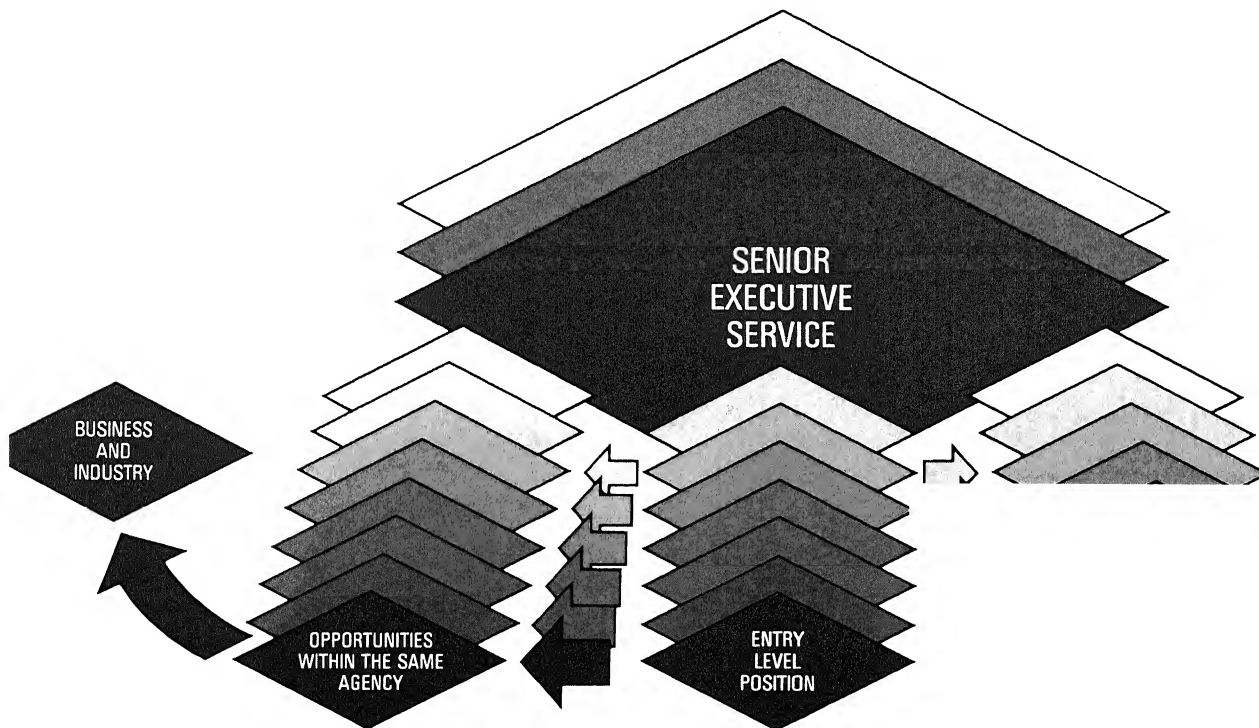
A career with America offers a solid foundation for success. The rest is up to you.

"As a NASA physicist, believe my job here is much more interesting and challenging than a similar position would be in industry. NASA has offered me greater responsibility and a wider variety of education and career opportunities."

Anne Arrison  
National Aeronautics and Space Administration

"Professional training receives a big emphasis here. Furthermore, the opportunities for career advancement are great. These two things are important to me because they show that the Defense Communications Agency has the good of its employees as a top priority."

Sarah Bone  
Defense Communications Agency



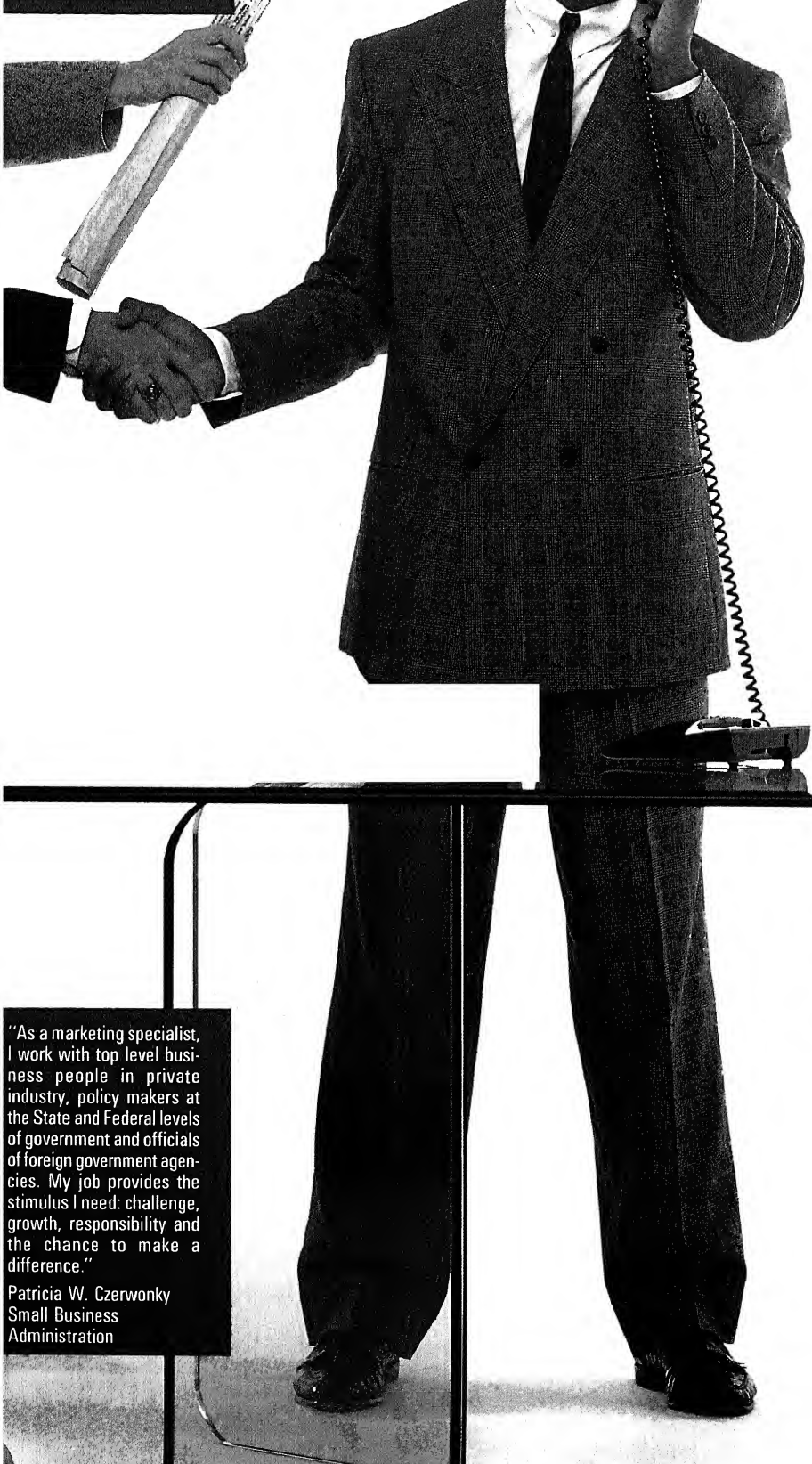
Career paths offer options at every level. At the very top is the Senior Executive Service, which is the summit of civil service work. Employees can reach the top through many avenues — performance within a single agency, transfers among agencies, experience in state and local governments and with private employers, or self-employment. All experiences are considered beneficial in managing America's resources. You determine your actual pathway according to your skills, motivation, and interests.





"The National Credit Union Administration offers the opportunity for advancement in a work place that emphasizes independence, flexibility and problem solving while developing management, computer and financial analysis skills. The rewards accompany the commitment."

Paul J. Slomowicz  
National Credit  
Union Administration



"As a marketing specialist, I work with top level business people in private industry, policy makers at the State and Federal levels of government and officials of foreign government agencies. My job provides the stimulus I need: challenge, growth, responsibility and the chance to make a difference."

Patricia W. Czerwonky  
Small Business  
Administration

## Wanted: Skills, Knowledge, Dedication, and Vision

The following pages give you a brief overview of some of the many career fields in the Federal Government and an indication where employment opportunities are best. Some occupations are primarily in one or two agencies such as aeronautical engineering at Air Force and Navy; others, such as personnel management, are shared by many agencies.

An employment opportunity code (see the beginning of the job listings) is included for each occupational group to give an indication of the employment opportunities in that occupation.

For most professional entry level jobs, a bachelors degree in any major qualifies you for consideration. A few occupations such as engineer, accountant, teacher, medical professions and physical scientist require a specific degree or specific coursework. Federal vacancy or job announcements show these requirements.

Hiring and advancement in the Government are based on qualifications and performance regardless of your race, color, creed, religion, sex, age, national origin or disability.

For more information, contact your college career planning and placement office, the personnel office of the Federal Agency where you would like to work, or the Office of Personnel Management Area Office listed in your local phone book under *U.S. Government*.

### Opportunity for Employment Code

- \*\*\*\* Excellent
- \*\*\* Good
- \*\* Average
- \* Fair

## Administration and Management Information



Government policies, practices, and programs are always under scrutiny. Gathering the data to monitor their progress and improve their efficiency requires writing skills, mediating skills, and the ability to draw conclusions and make recommendations. Assignments in this career field are diverse and vary from agency to agency.

**Typical Jobs:** Management/Program Analyst, Personnel Management Specialist, Computer Specialist, Marketing Specialist.

**Suggested Agencies to Contact:** All Agencies

**Opportunity for Employment:** \*\*\*

◀ *Managing Federal contracts is a swift-paced career that depends on you to negotiate the acquisition of millions of dollars in goods, services and property.*

## Accounting and Finance



Fiscal responsibility and accountability are an absolute must in Federal programs. Working for the Government, you can develop and improve accounting systems. Develop budgets. Collect and disburse funds. Examine and audit expenditures. Good opportunities exist in all agencies for those interested in finance and accounting.

Typical Jobs: IRS Agent, Accountant, Budget Analyst, Bank Examiner, Auditor, Loan Specialist

Suggested Agencies to Contact: All Agencies

Opportunity for Employment: \*\*\*

## Business and Contract Administration



If you want to work for a large diverse company, take a look at the Federal Government. The Government purchases over six billion dollars in goods, services, and property each year. You could help manage millions of dollars in real property, or negotiate contracts to supply goods and services across the country or around the world.

If you're interested in a business career with the largest employer in the world, come to work for the U.S. Government.

Typical Jobs: Computer Specialist, Contract Specialist, Price Analyst, Economist, Property Manager

Suggested Agencies to Contact: All Agencies

Opportunity for Employment: \*\*\*

## Physical and Biological Sciences



The United States is always at the forefront of scientific discovery. Robert Gallo, a scientist at the National Institutes of Health, invented the blood test which detects the virus that causes AIDS.

Our scientists work in an environment that allows them to go wherever their research takes them. They probe into the deepest mysteries of the human mind. Explore the darkest reaches of outer space. And protect our planet from the consequences of nature's fury — or man's pollution.

Typical Jobs: Biologist, Physicist, Chemist, Oceanographer, Astronomer, Forester, Meteorologist, Psychologist, Geologist

Suggested Agencies to Contact: Department of Agriculture, Department of Commerce, Department of Health and Human Services, Department of Energy, NASA, Department of the Interior, Environmental Protection Agency

Opportunity for Employment: \*\*\*\*

*Regardless of your scientific discipline, when you work for the U.S. Government, you become a part of a longstanding tradition of discovery, led by America's great scientists.*



"As a research chemist, I am confident that I enjoy greater scientific freedom and more intellectual challenge than I could have found in most industrial laboratories. The National Bureau of Standards provides an ideal environment for fundamental, experimental research. The professional and material support are incomparable, and most importantly, I have the benefit of collaborating with some of the world's best scientists."

Dr. Michael Casassa  
National Bureau of Standards

"I very much enjoy the challenge of working with Congress in its oversight and legislative roles. Sometimes you see history unfold before your eyes. There is a great sense of satisfaction in knowing that your work and ideas have been a key ingredient in making our world better or in saving millions, even billions of dollars in taxpayers' money."

Jeffrey Steinhoff  
General Accounting Office



"At NASA, recent engineering graduates can get immediate experience and responsibilities on highly visible projects of world importance. From what I observed about private industry, you usually have to be much farther along in your career to work on projects of such magnitude."

Harry Clark  
National Aeronautics and  
Space Administration

"My job as an air traffic controller is challenging as well as enjoyable. If the



## Engineering



The Federal Government offers unlimited opportunities for engineers in all disciplines.

As an engineer working for the Government, you'll enjoy a research environment that's second to none. You'll have access to the finest equipment and laboratories in the world. And you'll be able to pursue advanced degrees as you work in your chosen field.

Whether you're interested in research and development, construction engineering, environmental pollution, nuclear energy, shipboard sonar technology or biomedical sciences, the Government can offer you an exciting future.

Typical Jobs: Engineer — All Disciplines

Suggested Agencies to Contact: Most Agencies, Depending on Your Interest

Opportunity for Employment: \*\*\*\*

## Supply and Transportation Management



The largest logistical challenge in the world is selecting, transporting, and distributing the over 6 billion dollars worth of goods the Federal Government purchases each year.

Working with highly automated supply and inventory systems, thousands of employees keep the Government "in stock" and operating — around the clock and around the world.

Typical Jobs: Supply Management Specialist, Supply Systems Analyst, Traffic Manager, Inventory Specialist, Computer Programmer, Freight Specialist

Suggested Agencies to Contact: All Agencies and Especially the General Services Administration, Department of Transportation and Defense Logistics Agency.

Opportunity for Employment: \*\*

◀ Being an engineer for the Federal Government will take you to the leading edge of technology.

## Mathematics and Computer Science



Advancing technology has made both mathematics and computer science indispensable to the Federal Government.

The evolution of the computer has created new and faster ways to manipulate, analyze, and interpret data and information. Mathematical theories and computer models are being used extensively to pinpoint problems in existing systems, and to anticipate problems in systems that are on the drawing board.

Dynamic new career opportunities are waiting for talented graduates in this area.

Typical Jobs: Mathematician, Computer Scientist, Operations Research Analyst, Statistician

Suggested Agencies to Contact: All Agencies

Opportunity for Employment: \*\*\*\*

## Agricultural Sciences



There are a wide variety of exciting careers available in the area of agricultural sciences. Opportunities exist to help solve immediate and specific agricultural concerns, as well as to become involved in long-term, high-risk research. In fact, the largest agricultural research organization in the world is the Agricultural Research Service (ARS), a part of the Department of Agriculture. Careers are available in over 30 different scientific disciplines. If you are interested in research, a Ph.D. is generally required.

Typical Jobs: Chemist, Entomologist, Plant Physiologist, Animal Scientist, Agronomist, Horticulturalist

Suggested Agencies to Contact: Primarily Department of Agriculture; Some Opportunities Exist with the Department of the Interior and the Environmental Protection Agency.

Opportunity for Employment: \*

*As a computer scientist for the U.S. Government, you have the advantage of working with state-of-the-art equipment to solve challenging large-scale problems.*



"I spent two years in private industry awaiting the promised training and walking the halls looking for an empty computer terminal. Here I was given the choice of an IBM PC or a VAX terminal. I chose the VAX and now six months later, I am system manager for our VAX cluster. The Naval Air Development Center offers responsibility and it delivers."

Joseph Mountain  
Department of the Navy

"As a research agricultural engineer, I have a unique opportunity to conduct both fundamental and applied research concerning the quality of food and other agricultural products. Working for the Agricultural Research Service allows me to concentrate on research and provides an environment in which I can interact with leading scientists in other areas of agricultural research."

David C. Slaughter  
Department of Agriculture

New graduates in occupational therapy can work in a great variety of disability areas within the Veterans Administration. The V.A. provides the new graduate with peer support from therapists with expertise in many specialty areas: orthopedic hand, spinal cord injury, cardiac, gerontology, psychiatry and many more."

Theresa L. Tate  
Veterans Administration

I chose a career with the Federal Emergency Management Agency (FEMA) because it provides me the opportunity to assist people in their time of greatest need, both directly when I work at the field office, and indirectly through my responsibilities at headquarters."

Tom Hirt  
Federal Emergency Management Agency

## Medical and Health Sciences



Whether you're interested in direct patient care, public health and safety, or basic scientific research, the Federal Government offers a wide range of opportunities in the Medical and Health Sciences.

Hundreds of scientists work for the internationally renowned National Institutes of Health.

Nurses, doctors, rehabilitation specialists and laboratory personnel provide services to our veterans at over 170 Veterans Administration Medical Centers nationwide, while our Public Health Service provides for the medical needs of people in remote areas, who are underserved by private medical facilities.

**Typical Jobs:** All Professional Medical Positions

**Suggested Agencies to Contact:** Department of Health and Human Services, Veterans Administration, Department of Defense

**Opportunity for Employment:** \*\*\*\*

## Social Services



Almost all of the social services available in your local community are promoted, developed, or monitored by the Federal Government.

Federal employees insure that citizens receive the benefits and assistance for which they are entitled. The benefits include social security programs, equal housing, health care, and equal employment opportunities.

**Typical Jobs:** Contact Representative, Social Service Representative, Vocational Rehabilitation Specialist, Manpower Development Specialist

**Suggested Agencies to Contact:** Department of Health and Human Services, Department of Housing and Urban Development, Department of Labor, Veterans Administration

**Opportunity for Employment:** \*

◀ *Government health care professionals often serve those who would otherwise not receive adequate medical attention: from people in remote areas to those with diseases for which we are pioneering a cure.*

As a U.S. Government Customs Inspector, you ►  
protect our country from unlawful trade practices  
and stand as a sentinel in the crucial war against  
drugs.

## Public Protection and Law Enforcement



Because many of the jobs in this career category are available only in the Federal Government, they offer you a unique opportunity to serve your country and protect the public.

Some of the more exciting career opportunities include protecting the President, preventing counterfeiting, or fighting drug traffic. Investigative work in the public services also means protecting the public health, safety, and welfare through a wide variety of other careers including mine safety, grain and livestock inspection, and occupational safety.

**Typical Jobs:** Border Patrol Agent, Customs Inspector, Criminal Investigator, Safety Inspector, FBI Agent, Drug Enforcement Agent.

**Suggested Agencies to Contact:** Primarily Department of Justice, Department of Treasury, and Department of Transportation; Other Opportunities Exist at the Department of Agriculture and the Department of the Interior

**Opportunity for Employment:** \*\*\*

## International Relations and Intelligence



Career paths available only in the Federal Government include developing and implementing our nation's foreign policy or safeguarding our national security. You can work with people from all over the world. Or travel and live overseas.

Working with the State Department, you might assist in the development and negotiation of treaties with foreign nations, or be engaged in other assignments promoting good relationships with the U.S. around the world. A career in intelligence will include gathering and analyzing information that will safeguard our country and its citizens.

**Typical Jobs:** Intelligence Analyst, Translator, Computer Scientist, International Trade Specialist, Foreign Service Officer

**Suggested Agencies to Contact:** Department of Commerce, Department of Defense, Department of State, National Security Agency, Central Intelligence Agency, U.S. Information Agency, Peace Corps

**Opportunity for Employment:** \*\*\*



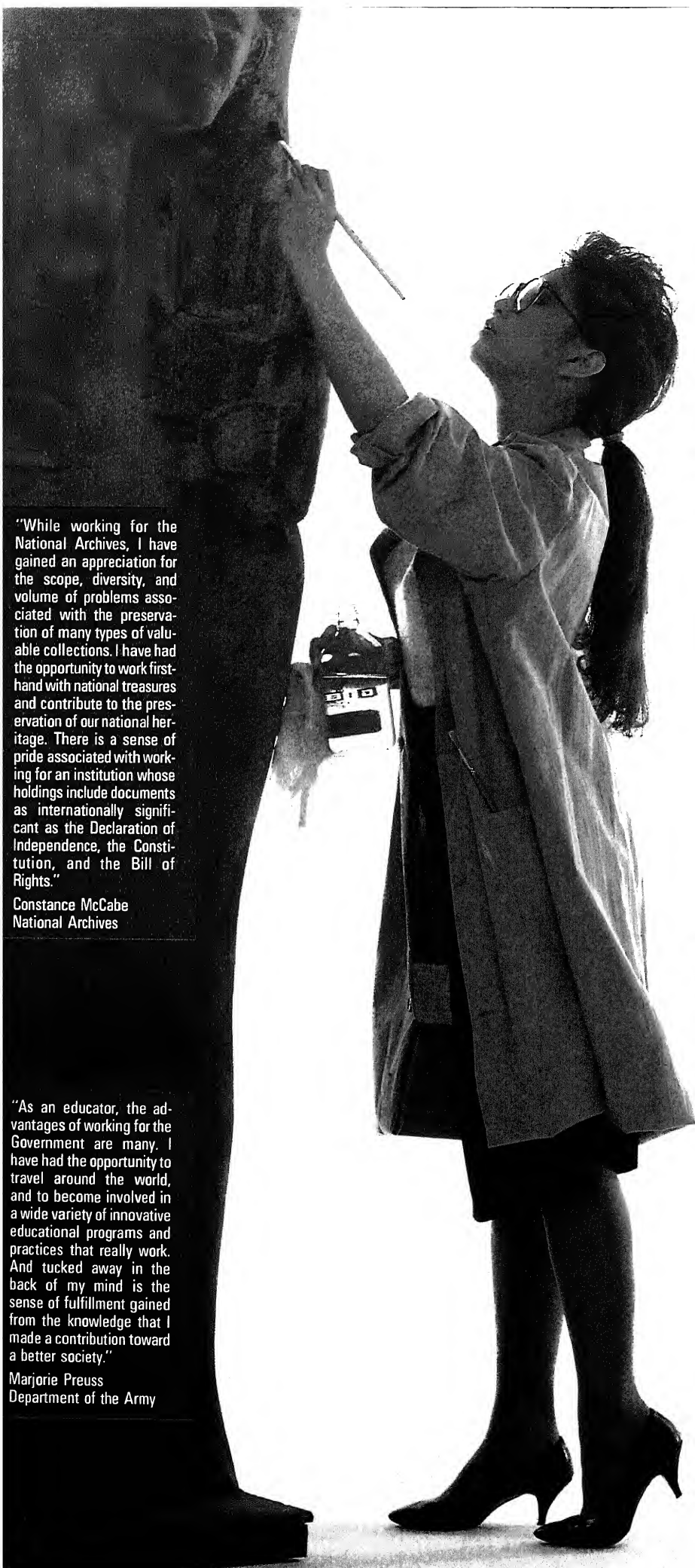
"Employment with the Mine Safety and Health Administration has given me extensive training in how to prevent accidents. In this respect, I feel like I not only do my job, but I feel personal satisfaction that I am helping to make a safer place to work for the miner, myself, and my son, who recently started working in the mines."

Donald Lilly  
Mine Safety and  
Health Administration

"I was privileged to be part of the first group of Peace Corps volunteers to be sent overseas. It was then that I decided to be a part of our Government which provides technical and economic assistance to needy nations and peoples of the world. I thought it very noble and magnanimous to be in the service of a nation so willing to share its knowledge and resources with those nations less fortunate than ours, in an effort to make it a better world for all. In my long career, I have never been disappointed in my choice."

Sally Robinson-Sharp  
Agency for International  
Development





"While working for the National Archives, I have gained an appreciation for the scope, diversity, and volume of problems associated with the preservation of many types of valuable collections. I have had the opportunity to work first-hand with national treasures and contribute to the preservation of our national heritage. There is a sense of pride associated with working for an institution whose holdings include documents as internationally significant as the Declaration of Independence, the Constitution, and the Bill of Rights."

Constance McCabe  
National Archives

"As an educator, the advantages of working for the Government are many. I have had the opportunity to travel around the world, and to become involved in a wide variety of innovative educational programs and practices that really work. And tucked away in the back of my mind is the sense of fulfillment gained from the knowledge that I made a contribution toward a better society."

Marjorie Preuss  
Department of the Army

## Arts and Information Management



Graduates interested in the arts can find exciting assignments with the Government. All agencies have an ongoing responsibility to communicate their mission and their accomplishments to the public. The format for this communication can be written or visual — portable exhibits, brochures, films, or videos.

In addition, the Federal Government manages the remarkable Smithsonian Institution, a collection of over 100 million items preserved for study, research, and the enjoyment of the American people.

**Typical Jobs:** Public Affairs Specialist, Media Specialist, Writer-Editor, Exhibits Specialist, Audio-Visual Specialist, Museum Curator, Broadcaster, Communications Specialist

**Suggested Agencies to Contact:** All Agencies and Especially The Smithsonian Institution

**Opportunity for Employment:** \*

## Education and Recreation



If you're interested in teaching, counseling, or planning recreational activities, we have a wide range of positions available in diverse settings across the United States.

As a Federal employee, you could work in hospitals, on Indian reservations, in correctional institutions, on military bases, or in one of our national parks.

**Typical Jobs:** Teacher, Vocational Counselor, Training Specialist, Park Ranger, Recreation Specialist

**Suggested Agencies to Contact:** Department of Defense Agencies, Department of Justice, Department of Interior, Veterans Administration, Department of Education

**Opportunity for Employment:** \*\*

◀ A career in arts and information can encompass a range of exciting opportunities from preserving the treasured relics of the past to communicating events that may shape the future.



# THE CHALLENGE THE OPPORTUNITY THE U.S. GOVERNMENT

## Cooperative Education Program

If you are still in school and would like a real opportunity to try out the occupation you've been thinking about, the Federal Cooperative Education Program (Co-op) may be for you. The Co-op program enables students to get exciting hands-on training and to work side-by-side with experts in their chosen career field. You'll receive a salary and other additional employee benefits during your work assignment. The experience may lead to permanent employment. There are a wide variety of opportunities available in nearly all Federal agencies. For more information contact the cooperative education or career planning office at your school.

## Presidential Management Internships

If you are completing a graduate degree and are interested in a developmental internship program, you may be interested in applying for a position as a Presidential Management Intern (PMI). This program is open to graduates who have demonstrated an interest in the management or analysis of public policies and programs. Each year, several hundred interns are selected for two year rotational assignments in areas such as human resources, financial management, contract administration and a broad range of other management and program areas. For more information regarding the PMI program contact your dean or the chairperson of your academic degree program. You may also write or call the Office of Personnel Management Area Office nearest you listed under *U.S. Government* in your telephone directory.

## Career America: The Next Step

Right now, you have many possibilities before you. You can go in numerous different directions, each with its own rewards.

Just as a plane ride across the continent can only hint at the greatness of our country, this brochure can only give you a glimpse of the vast potential awaiting you if you choose a career with the Federal Government.

But when it comes time to make a decision, you will want to choose the position and the organization that offers the best alternatives for your future.

That's why we've given you an overview of the challenges and opportunities we offer, the paths you can take, and a way to begin.

Now we encourage you to take the next step. Visit your career planning and placement office and talk to the counselors about your interests and the opportunities described here. The placement office will probably have brochures from many different Government agencies. That office will advise you about application materials and give you more specific addresses to write for more information. Other sources of information are your State Employment or Job Service office, or the Office of Personnel Management Area Office nearest you. These phone numbers and addresses will be listed in your telephone directory under *U.S. Government*.

The more you explore, the more you'll discover the exciting job opportunities waiting for you in your field of interest. You'll find a place for your goals, your skills and your interests. And you'll discover why more and more students are making the U.S. Government their first choice.